

**CORONADO CAYS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 25, 2016  
Grand Caribe Room  
AGENDA**

**2:00 p.m. REGULAR SESSION**

**Action Page**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. RECOGNITION OF GUESTS**

**IV. EXECUTIVE SESSION DISCLOSURE**

**V. HOMEOWNER INPUT (limited to 3 minutes per homeowner)**

Homeowners shall have the opportunity to directly address the Board on any items of interest. Homeowner comments on items not on the agenda and within the jurisdiction of the Board are welcome, subject to reasonable time limitations for each speaker. If you wish to address the Board at this time, please state your name and address and reserve your comments to no more than three minutes so that others may be allowed to speak. No action will be taken.

Each item of business will be introduced by the President, member comment for that item will be opened, the member will have the opportunity to speak on that item, member comment for that item will then be closed, and no additional member comment will be allowed. At that time the Board will discuss the item and then take action.

**VI. APPROVAL OF BOARD MINUTES**

A. Approval of organizational meeting minutes for January 28, 2016 *BOARD ACTION 19-22*

**VII. CONTRACT CONSENT CALENDAR**

*BOARD ACTION*

All items listed under this section are considered to be routine and will be acted upon with one motion. There will be no separate discussion of these items unless a member of the Board or the Association so requests, in which event, the item will be considered separately in its normal sequence. \*A complete packet is available for review in the HOA office.

A. New Business

1. Jamaica Village Clubhouse  
Hire Interior Design Consultant Contract Amount : \$3,750  
Funds to come Operating Account
2. Montego Village Fire Monitoring Service  
Extended Service Protection for all four buildings  
Budgeted for annually as an Operating Expense Contract Amount : \$5,520 per year

**VIII. PRESIDENT'S REPORT – Helen Kupka**

Budgeting, entrance, lights, medians

**IX. TREASURER'S REPORT – Bob Shugert, Interim Treasurer**

- A. Treasurer's Report for January, 2016 *BOARD ACTION 27*
- B. Finance Committee Minutes from the Special Meeting Held February 17, 2016 *BOARD ACTION Handout*
- C. Montego Renovation Financial Analysis *BOARD ACTION Handout*

**X. MANAGER'S REPORT – Nick Arther**

- A. Contract Status 31-32
- B. Project Status 33
- C. Annual Meeting Tentatively Set for August 12, 2016
- D. Budget Calendar –Please sign up for your initial appointment, TODAY
- E. Department Summary Reports
  1. Administrative Approvals 35
  2. Code Enforcement Report, Dan Bick 36
  3. Dock Master Report, Dan Bick 37-38
  4. Landscape Manager Report, Frank Zottolo 39
  5. Maintenance Manager Report, Steve DeVerna 40

**XI. COMMITTEE REPORTS**

- A. Architectural and Environmental Control Committee (AECC) – Gail Donahue, Board Liaison
  - 1. Receive the February 9, 2016, AECC meeting minutes *BOARD ACTION* 43-46
    - a. New Business
      - i. 52 Trinidad, Shaber .....*Recommends to Deny Application*
      - ii. 5 Kingston, Krebs.....*Recommends to Approve with Conditions*
      - iii. 85 Kingston, Cameron .....*Recommends to Approve with Conditions*
      - iv. 29 Bridgetown, Camaisa .....*Recommends to Approve with Conditions*
      - v. 53 Spinnaker, Alemany .....*Recommends to Deny Application*
      - vi. 67 Catspaw, Foltz.....*Recommends to Approve Interior ONLY*
- B. Aviation Noise and Pollution Committee – Harold Nevin, Board Liaison ..... [*Last meeting: Jan. 12, 2016*]
- C. Cays Entrance, Ad Hoc Committee – Helen Kupka, Board Liaison [*Last meeting: Nov. 16, 2015*]
- D. Finance Committee – Bob Shugert, Board Liaison [*Last meeting: Jan. 19, 2016*]
- E. Grand Caribe Task Force – Mike Durgin, Board Liaison [*Last meeting: Jun. 16, 2015*]
- F. Insurance Committee – Tom Clark, Board Liaison [*Next meeting: TBD*]
- G. Landscape Committee – Ed Reichert, Board Liaison [*Last meeting: October 20, 2015*]

**XII. UNFINISHED BUSINESS**

- A. CCHOA Purchasing Policy, status – Helen Kupka, President
- B. 44 Kingston Court Air Conditioning Approval Request *BOARD ACTION* 49-57

**XIII. NEW BUSINESS**

- A. Appoint John McLawhorn as Kingston Village Landscape Coordinator – Harold Nevin *BOARD ACTION*
- B. Rotation of AECC Committee Members – Gail Donahue, AECC Board Liaison *BOARD ACTION* 61-62
- C. Formation of Seawall Committee – Helen Kupka *BOARD ACTION*
- D. Delinquent Accounts *BOARD ACTION*
  - 1. Request the Board to approve a lien on Account 4004 if it remains delinquent after Mar. 15, 2016.
  - 2. Request the Board to approve a lien on Account 4107 if it remains delinquent after Mar. 15, 2016.

**XIV. CORRESPONDENCE:**

- A. Incoming
  - 1. Letter dated Jan. 25, 2016, T. Schibler & O. Shaber – Re. 42 Trinidad Bend 65-69
  - 2. Email dated Feb. 1, 2016, J. Kellogg – Re. 85 Kingston AECC Application 71-75
  - 3. Letter dated Feb. 2, 2016, R. & M. Barck – Re. 85 Kingston AECC Application 77
  - 4. Email dated Feb. 10, 2016, D. Barck – Re. 85 Kingston AECC Application 79-80
  - 5. Email dated Feb. 17, 2016, D. Larson – Re. Waterway Safety and Hwy 75 Sound Wall Deterioration 81

**XV. ANNOUNCEMENTS**

- A. Next regular scheduled meeting is Thursday, March 24, 2016 at 2:00 p.m. in the Grand Caribe Room.
- B. Annual Meeting Tentatively Scheduled for Friday, August 12, 2016.
- C. Please sign up for your preliminary budgeting appointment, TODAY.

**XVI. ADJOURNMENT**

- A. Board to Reconvene Executive Session Immediately Following Adjournment